

**A RESOLUTION BY
FINANCE AND EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO EXECUTE RENEWAL NO. 1 WITH OTIS ELEVATOR COMPANY FOR AN ADDITIONAL SIX (6) MONTHS FROM DECEMBER 1, 2008 TO MAY 31, 2009 FOR ELEVATOR MAINTENANCE AT CITY HALL EAST ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT IN AN AMOUNT NOT TO EXCEED FIFTY EIGHT THOUSAND, FOUR HUNDRED NINETY-THREE DOLLARS AND FORTY-SIX CENTS (\$58,493.46). ALL CONTRACTED WORKS SHALL BE CHARGED TO AND PAID FROM 1001 (GENERAL FUND), DEPARTMENT 040405 (EXE. FACILITY MAINTENANCE), ACCOUNT 5222002 (REPAIR/MAINTENANCE-EQUIPMENT), FUNCTION ACTIVITY 1565000 (GEN GOV. BLDGS. AND PLANTS) AND FOR OTHER PURPOSES

WHEREAS, the City of Atlanta ("City") owns City Hall East and is responsible for the maintenance of the facility; and

WHEREAS, Otis Elevator Company has been the elevator maintenance provider for City Hall East since the buildings inception in 1926; and

WHEREAS, since City Hall East is over eighty (80) years old and all major equipment warranties have expired, the Office of Enterprise Assets Management-Facilities Management Division has relied on the staff of Otis Elevator Company to provide service regarding the elevators; and

WHEREAS, all parts associated with the elevator cabs at City Hall East are proprietary to Otis Elevator Company; and

WHEREAS the Chief Procurement Officer under section 2-1191.1 Sole Source designation approved Otis Elevator Company as the Sole Source vendor on November 14, 2007; and

WHEREAS, legislation number 08-O-0074 authorized the City of Atlanta to waive the Competitive Procurement provisions contained in Article X of the Procurement code, of the City of Atlanta code of ordinances to authorize the initial agreement; and

WHEREAS, the term of the new agreement with Otis Elevator Company shall commence on December 1, 2008 and continue on a month-to-month basis until May 31, 2009; and

WHEREAS, the Officer of the Office of Enterprise Assets Management and the Chief Procurement Officer recommend the execution of Renewal Agreement No. 1 with Otis Elevator Company; for continued elevator maintenance service at City Hall East in an amount not to exceed Fifty Eight Thousand, Four Hundred Ninety-Three Dollars and Forty-Six Cents (\$58,493.46).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor be and is hereby authorized to enter into an appropriate contractual agreement ("Agreement") with Otis Elevator Company on behalf of the Executive Offices-Office of Enterprise Assets Management in an amount not to exceed Fifty Eight Thousand, Four Hundred Ninety-Three Dollars and Forty-Six Cents (\$58,493.46).

BE IT FURTHER RESOLVED, that said Agreement shall commence on December 1, 2008 and shall continue on a month-to-month basis until May 31, 2009.

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby directed to prepare the appropriate contractual agreements for execution by the Mayor.

BE IT FURTHER RESOLVED, that the Agreement will not become binding on the City and the City will incur no liability nor obligation under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to Otis Elevator Company.

BE IT FINALLY RESOLVED, that all contracted work shall be charged to and paid from 1001 (General Fund), Department 040405 (Exe. Facility Maintenance), Account 5222002 (Repair/Maintenance-Equipment), Function Activity 1565000 (Gen Gov. Bldgs. and Plants).

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to execute Renewal Number 1 on behalf of the Executive Offices-Office of Enterprise Assets Management to exercise our option to renewal for the additional six months as specified in legislation number 08-O-0074. The initial agreement was for 12 months with an option to extend for an additional 6 months beginning December 1, 2008 and ending May 31, 2009.

2. Please provide background information regarding this legislation.

Otis Elevator Company has been the elevator maintenance provider for City Hall East since the buildings inception in 1926. City Hall East is over eighty (80) years old and all major equipment warranties have expired. The Office of Enterprise Assets Management-Facilities Management Division has relied on the staff of Otis Elevator Company to provide service regarding the elevators. All parts associated with the elevator cabs at City Hall East are proprietary to Otis Elevator Company. The Chief Procurement Officer under section 2-1191.1 Sole Source designation approved Otis Elevator Company as the Sole Source vendor on November 14, 2007. Legislation number 08-O-0074 authorized the City of Atlanta to waive the Competitive Procurement provisions contained in Article X of the Procurement code, of the City of Atlanta code of ordinances to authorize the initial agreement. The term of the new agreement with Otis Elevator Company shall commence on December 1, 2008 and shall continue on a month-to-month basis until May 31, 2009.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** Sole Source
- (c) **Bids/Proposals Due:** 0
- (d) **Invitations Issued:** 0
- (e) **Number of Bids:** 0
- (f) **Proposals Received:** 0
- (g) **Bidders/Proponents:** 0
- (h) **Term of Contract:** The contract term is for one (1) year with the option to extend for an additional 6 months commencing on December 1, 2008 and ending May 31, 2009.

Fund Account Center: 1001 (General Fund), Department 040405 (Exe. Facility Maintenance), Account 5222002 (Repair/Maintenance-Equipment), Function Activity 1565000 (Gen Gov. Bldgs. and Plants,

5. Source of Funds: General Fund

6. Fiscal Impact: The fiscal impact will be from the above referenced account number for a total of Fifty-Eight Thousand, Four Hundred Ninety-Three Dollars and Forty-Six Cents (\$58,493.46).

7. Method of Cost Recovery: N/A

This Legislative Request Form Was Prepared By: Perceta Watkins

Funds Available Inquiry (COA_MAB)

Selection Criteria

Budget
COA FUNDING BGT

Period
SEP-2008

Amount Type
Year To Date Extended

Encumbrance Type
ALL

Account Level
All

Funds Available (USD)

Summary

Account	Budget	Encumbrance	Actual	Funds Available
1001.040405.5222002.1565000.00	117,000.00	0.00	0.00	117,000.00

Encumbrance Amounts

Commitment	Obligation	Other
0.00	0.00	0.00

Account Description

GENERAL FUND.EXE FACILITY MAINTENANCE .REPAIR & MAINTENANCE-EQUI.GEN GOV-BLDGS\ & PLANT.DEFAUL

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Perceta Watkins

Contact Number: 404-330-6569

Originating Department: Executive Offices/Office of Enterprise Assets Management

Committee(s) of Purview: Finance Executive

Chief of Staff Deadline: October 15, 2008

Anticipated Committee Meeting Date(s): October 28-29, 2008

Anticipated Full Council Date: November 3, 2008

Legislative Counsel's Signature: Adam T. Jackson

Commissioner Signature: [Signature]

Chief Procurement Officer Signature: [Signature]

CAPTION

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FINANCE AND EXECUTIVE COMMITTEE**

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Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: 10.14.08 _____ Reviewed by: _____
(date) (date)

Submitted to Council: _____